

*Received via Email*  
*March 26, 2020*

Dear EERE Award Recipient,

In response to the coronavirus outbreak, many of us have had to make adjustments to our business operations and practices to ensure the health and safety of our communities. At DOE, we want to assure you that we are working diligently with awardees to address any operational impacts or capacity issues that may be occurring during these unprecedented circumstances.

Close communication with your DOE Contracting Officer (CO) and project team is vitally important, particularly if you believe that your coronavirus response strategy might disrupt project timelines or deliverables. We are here to work with you to resolve any issues and adjust or update plans.

We want to thank you for your continued efforts during this uncertain time. Rest assured that we are carefully monitoring any government guidance that may apply to awardees and we will employ any tools made available to us to respond to issues that are raised.

We hope that you and your loved ones are well, and we look forward to continuing our work together.

Sincerely,  
Diana R. Bobo  
Contracting Officer/ Branch Chief  
Financial Assistance Office, Solar Program  
Office of Energy Efficiency and Renewable Energy  
U.S. Department of Energy  
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